



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 21-633

Board Meeting Date: 8/3/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Manager
Adam Ely, Project Development Unit Director
Subject: Amendment to MIG|TRA Environmental Sciences Agreement

RECOMMENDATION:

Adopt a resolution authorizing the President of the Board to execute an amendment to the agreement with MIG|TRA Environmental Sciences extending the term of the agreement to August 4, 2024 and increasing the amount by \$500,000 to an amount not to exceed \$1,800,000.

BACKGROUND:

The Project Development Unit is currently overseeing multiple large capital projects which require substantial support from specialized consultants, including environmental consultants. In 2014, following a request for qualifications and proposals process, this Board approved an agreement with MIG|TRA Environmental Sciences (MIG|TRA), now doing business as MIG|TRA. Through subsequent Board authorized amendments, the agreement term was extended to August 2021 and the not-to-exceed amount increased to \$1,300,000.

DISCUSSION:

MIG|TRA has been utilized on several projects including the Cordilleras Mental Health Facility, San Mateo Medical Center, and the Redwood City Government Center. Task Orders have been issued totaling \$1,285,066. Multiple task orders are still underway and anticipated and will require additional time to complete.

MIG|TRA's performance has been exemplary and at a reasonable cost. There are several ongoing tasks and new assignments that will not be completed prior to the current expiry date and within the current not-to-exceed amount.

By executing the amendment to the agreement, PDU will have the ability to utilize MIG|TRA's expertise in completing certain tasks associated with environmental review processes such as preparing environmental impact reports/documents and securing required regulatory permits in

accordance with the California Environmental Quality Act.

Based on the positive performance of MIG|TRA, the continuing work underway, and the initial selection pursuant to competitive RFP, it is in the best interest of the County of San Mateo to continue working with MIG|TRA and to waive any further RFP.

County Procurement has reviewed and approved the extension of this agreement.

County Counsel has approved the resolution and amendment as to form.

FISCAL IMPACT:

The value of the amendment is \$500,000. Appropriations for the increase are included in the adopted project budgets.